

# The Parish of Richmond with Hudswell Parochial Church Council

## Minutes of the Annual Vestry Meeting and Annual Parochial Church Meeting

held on Sunday 28<sup>th</sup> April 2024 at 11.00am

	<b>Annual Vestry Meeting</b>	
	Both meetings attended by:  Revd. Canon Martin Fletcher (Chair) Colin Hicks (Clerk) Margaret Clayson, Bishop John Pritchard, Judith Barber, Wendy Pritchard, Graham Barber, Harry Ellis, Rosemary Bell, Ann Richardson, Judith MacLeod, Linda Curran, Jan Jack, David Frankton, Sharon Digan, John McCormack, Reuben Digan, Jim Jack, Richard Gazzard, Val Worley, John Challis, Christine Porter, Bob Hill, John Porter, Alan Judge, Ian Short, Angela Dickinson, Isobel Short, Steph Williamson, John Welch, Susan Welch, David Buckingham, Peter Trewby, Jennifer Patrick, Graham Pearson, Joan Brown, Zak and Ola Anderson-Watt	
1.	Welcome and Prayers <a href="#">Led by Canon Martin</a>	MF
2.	Appointment of Clerk to the meeting <a href="#">Colin Hicks was appointed as Clerk to the meeting. Unanimously carried</a>	MF
3.	Apologies for absence <a href="#">Christine and Dennis Stedman, Elizabeth Sands, Jan Beeton, Pamela Holland, Carole McCormack</a>	MF / CH
4.	Minutes of the last meeting, held on 7 <sup>th</sup> May 2023 <a href="#">Proposed that these are accepted by John Challis, Seconded by Richard Gazzard. Signed by Canon Martin as a true record</a>	MF
5.	Matters arising <a href="#">There were no matters arising from the minutes.</a>	MF
6.	Election of Churchwardens for the year 2024-25 <a href="#">Canon Martin thanked Peter Trewby and Wendy Pritchard for their service as Churchwardens during the past year. Both have agreed to stand again and continue in post. Peter Trewby was proposed as the Mayor's Warden for the forthcoming year by Ann Richardson and seconded by Bob Hill. Carried Wendy Pritchard was proposed as the Rector's Warden for the forthcoming year by Sharon Digan and seconded by Angela Dickinson. Carried.</a>	MF
	<b>Annual Parochial Church Meeting</b>	
1.	Apologies for absence <a href="#">Christine and Dennis Stedman, Elizabeth Sands, Jan Beeton, Pamela Holland, Carole McCormack</a>	MF / CH
2.	Minutes of the last meeting, held on 7 <sup>th</sup> May 2023	

	Proposed: Steph Williamson Seconded: Wendy Pritchard. Approved and signed as a true record by Canon Martin.																									
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4.	Reports which must legally be presented:																									
4.1	<p>Electoral Roll Alan Judge presented the figures which were 146 for both years</p> <table> <thead> <tr> <th></th><th>2023</th><th>2024</th></tr> </thead> <tbody> <tr> <td>Deaths</td><td>5</td><td>12</td></tr> <tr> <td>Moved</td><td>1</td><td>19</td></tr> <tr> <td>New</td><td>8</td><td>10 + 2 = 12</td></tr> <tr> <td>Total</td><td>146</td><td>144 + 2 = 146</td></tr> <tr> <td>Includes</td><td></td><td></td></tr> <tr> <td>Hudswell</td><td>1</td><td>2</td></tr> <tr> <td>Out of Parish</td><td>21</td><td>18</td></tr> </tbody> </table> <p>Presented by Alan Judge, Electoral Roll Officer. Proposed: John Challis Seconded Jonathan Roberts Carried.</p>		2023	2024	Deaths	5	12	Moved	1	19	New	8	10 + 2 = 12	Total	146	144 + 2 = 146	Includes			Hudswell	1	2	Out of Parish	21	18	Alan Judge (ER Officer)
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4.2	<p>Proceedings of the PCC</p> <p>The PCC has continued to meet every other month as directed and develops the aims decided at the 2023 Away Day. These were: To grow spiritually To foster greater engagement with the local community To ensure viability and growth and to attract more young families.</p> <p>The scope of the first Sunday of the month was extended and a non-Eucharistic 'Morning Worship' service has been trialled with a more flexible framework enabling a more varied content. This has proved successful. 'Song Squad' has been formed to encourage young singers.</p> <p>The strengthening of Lay Leadership has been a priority this year and has been successful in encouraging a wider team to participate in the team responsible for leading worship and other areas.</p> <p>The PCC members have continued to support the ongoing ministry of St. Mary's and we thank those members standing down this year for their dedication and time. The focus for the forthcoming year will be decided at the 'Away Day' which happens shortly. The PCC are your elected representatives and are always willing to listen to suggestions and ideas for the development of the ministry at St. Mary's. Presented by Colin Hicks PCC Secretary.</p> <p>Proposed Susan Welch, Seconded Val Worley</p>	Colin Hicks (PCC Secretary)																								
4.3	<p>Financial Statement for the year ended 31<sup>st</sup> December 2023</p> <p>Paul and Janice Carnell produced an excellent video financial presentation which was a concise version of the Financial statement</p>	Paul & Jan Carnell																								

	<p>which was sent out in PDF form by Canon Martin ahead of the meeting. Canon Martin thanked Paul for his sterling work as the Treasurer and for maintaining the complex Church account in such an efficient way.</p> <p>Richard Gazzard asked whether the presentation could be made available before the meetings in future in order that he might study it. It was pointed out to Mr. Gazzard that the full figures and statement had indeed been sent out prior to the meeting and the video presentation was a simplified version of these accounts.</p> <p>The acceptance of the financial statement was proposed by : John Challis, Seconded: Linda Curran</p>	
4.4	<p>Fabric, Goods and Ornaments of the church</p> <p><b>Fabric Report and Churchwardens' Report</b></p> <p>Significant events during the year (in no particular order):</p> <ul style="list-style-type: none"> <li>• Replacement of pressure management system in the boiler room to cope with continuing leakage from central heating system.</li> <li>• The site of the central heating leakage has not been identified. Chris Upton, our boiler advisor, suggests living with it for the moment until it gets worse and declares itself.</li> <li>• Theft of lead flashing from roof. Lead flashing replaced and roof alarm installed.</li> <li>• Gutters and gullies cleared. Ivy cut back from South East corner of the church and the associated downpipe unblocked.</li> <li>• Downpipe in Holy Trinity Church unblocked.</li> <li>• With the help of the scouts, volunteers, Mark Walling and John Gill, two areas to the north of the church have been rotavated and planted with seed and bulbs. Results disappointing to date but it is early days. Rachel Richards from Buglife is championing the cause and will liaise with local schools.</li> <li>• Planning permission obtained and noticeboard now installed on Station Road wall by the South entrance. It has been a great success. Thank you, Andy Lovell.</li> <li>• Original Church noticeboard on Station Road refurbished by John Challis now with the correct details of the Rector. Refurbishment of noticeboard on Church Wynd in progress.</li> <li>• Faculty approved for step free access to the South Door including relocation of ancient memorial stones. Ongoing discussions with the Diocese regarding the accessible car park in the Rectory Garden. Fundraising in progress.</li> <li>• Suggestion that we move the ?Norman stone font sitting in front of the North aisle pews to a more visible position outside the south door as part of the rearrangements there. Jane Hatcher informs us that it was retrieved from the churchyard in 1890 where it had been used to catch water from a spring.</li> </ul>	<p><b>Peter Trewby</b></p>

	<p>Jan Beaton suggested we plant it with mediaeval flowers and herbs to point to and reflect on its heritage. Minuted PCC approval would be required to move it.</p> <ul style="list-style-type: none"> <li>• Satisfactory fire inspection, save for pointing out the need for more regular recordings of smoke alarm tests..</li> <li>• Satisfactory Portable Appliance Testing and safety testing of the entire electrical circuitry apart from minor work needed to the lights in the organ loft and boiler room and the switch in the disabled access toilet and the need to record monthly testing of the emergency lighting. The repairs have been booked in.</li> <li>• Quinquennial inspection due in the next 12 months. Awaiting the date from our diocesan approved architect.</li> <li>• The entire carpet has been cleaned. Thank you Friends for paying for this.</li> <li>• The mammoth task of updating the Terrier register of church assets is virtually complete thanks to Wendy.</li> <li>• David Frankton's extraordinary work for St Mary's, both visible and behind-the-scenes continues unabated. We have so many reasons to be thankful to him.</li> <li>• The Churchwardens would also like to express their gratitude to the team of welcomers and stewards, as well as to those on the Church Closing rota, the coffee rota, the Servers' rota, the readers and intercessors, the choir and organists and those on the AV rota. Also, to those involved with cleaning the church. We are very grateful to Leonard Scrafton who has taken on cleaning of the Green Howards Chapel as well as Holy Trinity Chapel. There are so many others who give their time and energy to the church, and all our much appreciated. But ... additional volunteers are always welcome.</li> <li>• This year we have paid a fond farewell to Paul and Jeanette Sunderland and wish them well in Kirkbymoorside and look forward to welcoming our new curate Laura in June. Thank you to our Rector Martin, our retired Ministers, Lay Readers, FunKey organisers and others for taking on Paul's roles so ably and willingly in this interim periods.</li> </ul> <p>Wendy Pritchard, Peter Trewby 15/4/24</p> <p>Peter presented a summary of the above report.  Proposed: Bob Hill, Seconded Harry Ellis.      Approved.</p>	
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4.5	<p><b>Deanery Synod</b></p> <p>The Deanery Synod has continued to meet regularly at Colburn Church Hall and has now resumed in person meetings. The new representatives were welcomed to the Synod.</p> <p>During the year, meetings have discussed the Green Agenda, looking at the net zero aspiration held by the Diocese and ways in which the churches can make moves toward this.</p> <p>The 'Barnabas Project' was the focus of one of the meetings, looking at ways in which we can utilise the skills and gifts of those within the Parishes to move the ministry forward as the nature of the churches changes.</p> <p>The serious shortage of clergy staffing has been addressed during the year with several of the Parishes within the Deanery currently in vacancy and the challenges faced by Canon Martin as the Area Dean and Revd. David Bartlett as the Assistant Area Dean in ensuring that the existing clergy are supported and that the vacant parishes are covered as efficiently as possible.</p> <p>The Archdeacon was guest speaker at one of the meetings and was given a good picture of what is happening at Parish level.</p> <p>Bishop Anna is booked to speak at a forthcoming meeting.</p> <p>Canon Martin thanked Ian Short who is an ex-officio Deanery Rep by virtue of being a Diocesan Synod representative (for which his term of office will end in July: any volunteers to be considered for election to succeed him would be appreciated).</p> <p>Proposed: Alexe Roberts Seconded Wendy Pritchard.</p>	Colin Hicks (Deanery Synod Secretary)
5.	<b>Elections and appointments</b>	
5.1	<p><b>Members of the Parochial Church Council</b></p> <p>there are 5 vacancies on the PCC:  3 vacancies for 3 years due to the completion of the term of service of Susan Scrafton, John Challis and John McCormack  There is one vacancy for 2 years  There is also a need to replace Anna Warren who had resigned last year, and there is now 1 year remaining of her term.</p> <p>The following were proposed and elected to the PCC for a 3 year term:</p> <ol style="list-style-type: none"> <li>1. <b>David Frankton</b> Proposed Andrew Lovell, Seconded Sharon Digan</li> <li>2. <b>Carole McCormack</b> Proposed David Frankton Seconded Angela Dickinson</li> <li>3. <b>Linda Curran</b> Proposed Jan Jack Seconded Christine Porter.</li> </ol> <p>All carried.</p> <p>The following person was elected for a 2 year term:  <b>Isobel Short</b> Proposed Ian Short Seconded Anna Boyce  Carried.</p> <p>The proposal to fill the 1 year term is for the PCC to coopt Reuben Digan in July when he will be 16 years old (the minimum age for PCC membership). This is an appointment so does not need a vote.</p>	

5.2	<p>5.2 Sidespersons</p> <p>The following list of Sidespersons and Welcomers to be appointed for 2024 was issued by Canon Martin for approval by the APCM.</p> <p>Neil Stevenson  Bob Hill  John Challis  Mary Turner  Paul Perry  Katharine Perry  Carole McCormack  John McCormack  Judith Barber  Graham Barber  Alexe Roberts  Jonathan Roberts  Andy Lovell  Nigel Metcalfe  Alan Judge  Pamela Holland  Margaret Clayson  + John Pritchard  Wendy Pritchard  Christine Stedman  Dennis Stedman</p> <p>The list was proposed by Peter Trewby, Seconded: David Frankton  Carried</p>	MF
5.3	<p>Independent Examiner</p> <p>Alastair McLean was proposed as the Independent Examiner for the coming year by John Challis and seconded by Jim Jack  Carried.</p>	
5.4	<p>Deputy Churchwarden</p> <p>As Churchwarden Emeritus, David Frankton is willing to take on this role. David was thanked by Canon Martin for his sterling work, much of it unseen, in the efficient administration of the Church.</p> <p>Proposed by Graham Barber Seconded by Alan Judge  Carried</p>	
6	<p>Rector's report</p> <p>Canon Martin's Sermon at the 10am Eucharist was an outline report of the past year. Canon Martin thanked all of those involved in the administration and maintenance of the Church and also those who contribute to the atmosphere within the church family.</p> <p>At this meeting, Canon Martin informed those present that the new Curate Lorna will compile a report for later on in the year on the different groups in the life of the church.  Other PCC appointments will be made at the May meeting.</p>	

7.	<p>Any other business</p> <p>Jan Beeton will be taking over from Pamela Holland as Safeguarding Officer in due course and this is being kept under review. Thanks was given for work done by Pamela during her term of office, and for her willingness to continue as a member of the Safeguarding Team.</p> <p>Jan Jack thanked Canon Martin for his leadership of this church and making it a far more welcoming and inclusive place than it was in the years prior to his appointment.</p> <p>Wendy Pritchard thanked Anna Boyce for her support to Canon Martin.</p> <p>Peter Trewby thanked Canon Martin for his continuing leadership and inspiration of this church community and for directing the way forward in such a responsive and sensitive way which is appreciated by all members of the church family.</p>	
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